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BROOKHAVEN NATIONAL LABORATORY Safety & Health Services Division INDUSTRIAL HYGIENE GROUP Standard Operating Procedure: Program Procedure	NUMBER IH96100
	REVISION FINAL rev 1
Subject: BNL Noise & Hearing Conservation Program Overview: Service Delivery by BNL Organizations	DATE 04/07/04
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**Noise and Hearing Conservation
Program**
Service Delivery

1.0 Purpose & Scope

Purpose: This procedure describes the overall scope of the BNL Noise and Hearing Conservation (NHC) program and identifies the specific role(s) of each BNL organization in the program. This document assists management in developing, implementing and coordinating an effective Noise and Hearing Conservation program that, as a minimum, complies with OSHA 29CFR1910.95 and DOE Order 440.1A.

The BNL Noise and Hearing Conservation program is implemented through a matrix of several BNL organizations. Members of the following organizations perform one or more roles in the BNL NHC program:

- ESH&Q Office of Training and Qualification,
- Occupational Medicine Clinic, Plant Engineering Division,
- Procurement and Properties Management Division,
- Radiological Control Division- Facility Support Group,
- Safety and Health Services Division- Industrial Hygiene Group, and
- Safety and Health Services Division- Safety Engineering Group,

2.0 Responsibilities

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- 2.1 Each organization that has a role in the BNL NHC Program is responsible to:
 - 2.1.1 Conduct their operations in accordance with the BNL Standards and Procedures, OSHA and DOE drivers,
 - 2.1.2 Qualify their employees to conduct their assigned tasks (as appropriate),
 - 2.1.3 Maintain documentation of procedures and other records (as appropriate),
 - 2.1.4 Keep the BNL *NHC Administrator* advised of the status of their elements of the program when requested by the *NHC Administrator*.

3.0 Definitions

- 3.1 *Noise and Hearing Conservation Program Administrator*: A person, designated by the SHSD Industrial Hygiene Group Leader, to oversee the status of compliance with the DOE Orders and OSHA regulations on noise and hearing conservation program for BNL as a whole.

4.0 Prerequisites

none

5.0 Precautions

none

6.0 Procedure (Program Elements)

- 6.1 **BNL Program Overview**: *Table 6.1* defines the major roles of each organization assisting in the delivery of services within the BNL Noise and Hearing Conservation Program.

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Table 6.1

Organization Unit	Primary Role(s)
SHSD Industrial Hygiene Group	Serve as NHC Program Administration & SBMS Subject Matter Expert.
	Conduct periodic Regulatory Driver tracking.
	Perform periodic BNL Program Self Assessment.
	Prepare Standard Operating Procedures for Hazard Assessment and Exposure Monitoring.
	Conduct advanced (complex) noise surveys.
	Calibrate and Maintain Exposure Monitoring Equipment.
	Maintain an Exposure Monitoring Record database.
	Maintain an IH Noise Job tracking system.
	Verify occupational exposure link to observed hearing loss.
	Review Training curriculum material.
	Perform Project Design Reviews for Noise impact on workers.
SHSD Safety Engineering Group	Administer Worker Compensation NHC cases.
	Administer the Project Design Review Program.
Radiological Control Division Facility Support Group	Conduct Hazard Assessments of workplaces.
	Perform Routine Exposure Monitoring of workplaces and employees.
	Identify the need for advanced (complex) noise surveys.
	Recommend Engineering & Administrative Controls and PPE.
	Notify OMC of employees whose exposure exceeds the OSHA/ACGIH action level.
Occupational Medicine Clinic	Conduct Audiometric Testing of Identified Employees.
	Perform Medical Surveillance of Impacted Employees.
	Maintain records of medical evaluations.
Office of Training and Qualification	Development Training Curriculum.
	Train Workers.
	Determine frequency of courses and schedule workers for training.
	Maintain records of training.

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Organization Unit	Primary Role(s)
Procurement and Property Management	Maintain a stock inventory and/or ordering system for Personal Protection Devices including earmuffs and ear plugs.
Plant Engineering	Design, install, and maintain Engineering Control recommendations.

7.0 Implementation & Training Each organization that has a role in the BNL NHC Program is responsible to:

- 7.1 Qualify their employees to conduct their assigned tasks (as appropriate),
- 7.2 Maintain documentation of procedures and other records (as appropriate),

8.0 References

- 8.1 BNL SBMS Subject Area *Noise and Hearing Conservation*
- 8.2 *29CFR1910.95 OSHA Occupational Noise Exposure Standard*
- 8.3 *DOE Order 440.1A*

9.0 Attachments

none

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10.0 Documentation

Document Review Tracking Sheet		
Prepared By: <i>(signature/date on file)</i> R. Selvey 04/22/01 SHSD Industrial Hygiene Group Leader	Reviewed By / Date: <i>(signature/date on file)</i> T. Monahan 04/26/01 SHSD Safety Engineering Group Leader	Approved By / Date: <i>(signature/date on file)</i> O. White 04/27/01 SHSD Manager
Filing Code: IH52QR.01	QA Review / Date:	Effective Date: 05/30/01

Organization Concurrence		
Department/Division	Name/Date	Title
Radiological Control Division Facility Support Group	<i>(concurrence e-mail on file)</i> Steve Layendecker 05/29/01	Manager
Occupational Medicine Clinic	<i>(concurrence e-mail on file)</i> Bryce Breitenstein 05/29/01	Manager
Office of Training and Qualification	<i>(signature on file)</i> Beth Schwaner 04/29/01	Manager
Procurement and Properties Management	<i>(concurrence by phone)</i> Dave Dale, Ron Ondrovic 04/29/01	Assistant Manager
Plant Engineering	<i>(concurrence e-mail on file)</i> Martin Fallier 05/29/01	Manager

Periodic Review Record		
Date of Review	Reviewer Signature and Date	Comments Attached
04/07/04	<i>(signature on file)</i> Robert Selvey	Update format to section 7 on training. Revised references to SBMS Subject Area.